



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
DEFENSE LANGUAGE INSTITUTE FOREIGN LANGUAGE CENTER
AND PRESIDIO OF MONTEREY
MONTEREY, CALIFORNIA 93944

ATZP-CDR

28 May 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Key or Essential Position List and Command Housing Management Overview

1. References.

- a. Army Regulation 210-50, dated 26 March 1999
- b. DoD 4165.63-M, DoD Housing Management, September 1993
- c. OPMAVINST 11101.13J
- d. NAVPGSCOLINST 11101.4M

2. Purpose: IAW AR 210-50 paragraph 3-4, to establish and maintain the DLIFLC-POM-OMC Key or Essential Position List; and to describe command housing management for the Presidio of Monterey (POM) and Ord Military Community (OMC).

3. Applicability: This memorandum applies to all personnel assigned or attached to the Defense Language Institute Foreign Language Center (DLIFLC), Presidio of Monterey (POM), Ord Military Community (OMC) and tenant activities.

4. Commander/Commandant, DLIFLC and POM hereby delegates responsibility for the various DLIFLC-POM-OMC housing programs to the Garrison Commander, POM.

5. The Garrison Commander, POM, determines who will be assigned all housing at the POM and in specified housing at the OMC (shown below). The Garrison Commander will consult with the Chief of Staff concerning officer housing assignments and with the Installation CSM concerning E8/E9 housing assignments.

a. Assignment of military family housing at the POM will be restricted to key and essential permanent party service members assigned or attached to the installation. The following POM housing units are designated as follows:

- (1) 327 Fitch Avenue, Commander/Commandant, DLIFLC & POM
- (2) 437 Lewis Road, Garrison Commander

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(3) 332 Fitch Avenue, Assistant Commandant, DLIFLC & POM

(4) 336 Fitch Avenue, Installation CSM

b. The following OMC housing units are designated for key and essential personnel:

(1) 212, 214, 215, 216 and 217 Salerno Road

(2) 323, 325, 327 and 328 Hatten Road

(3) 5 Bayonet Drive designated as E9 quarters (Note: If no permanent party key or essential E9 accepts these quarters, the Installation CSM can approve an E8 serving in an E9 position to occupy these quarters.)

(4) 7 Bayonet Drive designated as O6 quarters (Note: If no permanent party key or essential O6 accepts these quarters, it will be offered to other O6's of any service permanently assigned to the Monterey Bay Area.)

6. Incumbents of Key or Essential Positions are individuals permanently assigned to leadership, supervisory, or key and senior management positions, who are required to be available 24 hours a day by virtue of those positions, and as such are encouraged to reside in government family quarters on the installation, if qualified IAW AR 210-50.

7. The following are key and essential positions for DLIFLC-POM-OMC, including the US Army Garrison, POM, and tenant organizations.

- a. Commander/Commandant
- b. Garrison Commander
- c. Assistant Commandant
- d. Installation Command Sergeant Major
- e. Chief of Staff
- f. Garrison Sergeant Major
- g. Inspector General
- h. Staff Judge Advocate

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i. Installation Chaplain

j. Director, Foreign Area Officer Program

k. Deputy CofS for Resource Management

Commander, California Medical Detachment

m. Chief, U.S. Army Health Clinic

n. Head Nurse, U.S. Army Health Clinic

o. Commander, Dental Clinic Command

p. Commander, Defense Finance and Accounting Service-Monterey

q. Commander, 229th Military Intelligence Battalion

r. Commander, U.S. Marine Corps Detachment

s. Officer in Charge, Naval Technical Training Center Detachment

t. Commander, 311th Training Squadron

u. Commander, 3d Brigade, 4th Region ROTC

v. Command Sergeants Major (or Service Equivalent) for:

229th Military Intelligence Battalion

U.S. Marine Corps Detachment

Naval Technical Training Center Detachment

311th Training Squadron

3d Brigade, 4th Region ROTC

w. Remaining E9s authorized in Joint Service manning documents:

Superintendent, Air Force Element

MLI Proficiency Development SGM

x. Company Commanders and First Sergeants, 229th MI BN, HHC DLIFLC & POM (or Service Equivalent)

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y. Adjutant General

z. Commander, TRADOC Analysis Center Monterey

aa. Vice Chancellor of Student Affairs

bb. Deputy CofS for Operations and Plans

8. The Commander, California Medical Detachment, may request up to two additional POM housing units for qualified Health Clinic personnel; requests will be considered based on availability of suitable housing units.

9. The Commander, Dental Clinic Command, may request one additional POM housing unit for qualified Dental Clinic personnel; requests will be considered based on availability of suitable housing units.

10. Foreign military students assigned to the Naval Postgraduate School (NPS) are eligible to apply for military family housing located at the OMC. However, foreign military students will not be housed at the OMC as long as waiting lists exist for U.S. military personnel of the same rank. The occupancy of foreign military students will be considered part of the NPS authorized allocation as specified by the ISA. In accordance with OPNAVINST 11101.42, the rental rate for military family housing is based on the average O&M costs per year established by the La Mesa Family Housing Office.

11. Housing termination guidance

a. DLIFLC and POM members who are attending school at Goodfellow Air Force Base, San Angelo, Texas, or Fort Huachuca, Arizona, may retain family housing for up to 6 months.

b. Incumbents of Key or Essential Positions will not be relocated to other quarters/billeting if they are within 90 days of PCS, ETS, or retirement. This minimizes cost to the government and turmoil to the families. No special extension of occupancy beyond the PCS, ETS, or retirement date will be authorized.

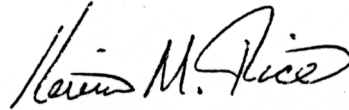
12. The Garrison Commander will be the approval authority on the eviction or involuntary termination of any military personnel living at the POM or OMC. The Installation Commander will be the final appeal authority for any eviction or involuntary termination ordered by the Garrison Commander.

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13. Request for exception to this memorandum must be submitted in writing to the Garrison Commander.

14. DLIFLC Interim Supplement to AR 210-50, dated 14 May 2001, is cancelled.

A handwritten signature in black ink, appearing to read "Kevin M. Rice". The signature is fluid and cursive, with the first name "Kevin" and last name "Rice" clearly distinguishable.

KEVIN M. RICE
COL, IN
Commanding

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